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Department of
Education**

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Messages From the Department of Education

December 2013

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The **New Hampshire Network** is an online platform with features that let users connect to educators, reach out to experts in the field, explore hundreds of curated resources in its KnowledgeBase library and join the communities and networks that are being launched across the state. For more information please go to www.education.nh.gov/networks.

Contact: Ashley Frame, (603) 271-6579, Ashley.Frame@doe.nh.gov.

CERTIFICATION

A. Data Regarding Hires/Terminations and Teacher Assignments

All data on hires and terminations need to be entered into the EIS system. The Bureau of Credentialing is relying on districts to enter the data as we no longer use the Personnel Action Form (PAF).

Contact: Lisa Landenberger, (603) 271-2409, Lisa.Landenberger@doe.nh.gov

B. HQT Data in the Educator Information System

The teachers who are **not-HQT** (2012-13) have been included in counts sent to the US Department of Education. Some districts still need to work on cleaning up the 2012-2013 data for federal reporting. We will be able to send a corrected file early in the new year so it is still important to check the report in EIS and determine why teachers are not verified as HQT for all of the core content classes they teach. Click on the yellow star at the top of the screen in EIS to see the not-HQT classes list. Thank you to the people who've been diligent about monitoring these lists.

Contact: Ginny Clifford, (603) 271-3455, Virginia.Clifford@doe.nh.gov

DATA

A. 2013-2014 Fall i4see Activity:

F & R: files were due on November 8, 2013, on the i4see workbench. Please be sure these are completed as they help determine your Title I status and are used in the determination of Adequacy Aid. These files only need to be "Batch Verified."

B. Beginning of Year (BOY) Files

All BOY files should be complete at this time. However, there are several districts/charter schools that have not certified their files. Once the BOY is certified, please print, sign, and send the report "Public Fall Enrollment Sign Off" located under the Analysis tab, Anomaly and State Reports, BOY screen. This report was due on December 1, 2013.

C. Completers, Dropouts, and Cohort Reports

These reports are located below the Fall Enrollment Sign-Off report on the workbench. Please have your guidance department confirm that they are correct. Once confirmed, please

sign and send to the DOE. Before sending to the DOE, please be sure your BOY is certified, as that action also certifies these High School Reports. These were due on December 1, 2013.

Contact: Sandy Hyslop, (603) 271-2831, Sandy.Hyslop@doe.nh.gov

D. Early Warning System

The Early Warning System report has been updated with data from the fall Beginning of Year (BOY) membership collection. All schools with membership for grades 9 through 12 should be represented on the report. Access to the Early Warning System is through the myNHDOE single sign on. i4see coordinators can grant access to teachers, guidance counselors, principals, and superintendents.

Contact: Irene Koffink, (603) 271-3865, Irene.koffink@doe.nh.gov

E. PerformancePLUS Update

Free PerformancePLUS webinars are available. Take an hour out of your day to learn how to: administer assessments online with P+, interpret student growth data, use Content Library to create common core aligned assessments, or create Individual Learning Plans for RTI, and more. Webinar Schedule is posted under “Analyzing Student Data Network”-“Resources” in New Hampshire Networks.

New Learning Paths on New Hampshire Networks: Login and Explore P+ and Data Use at Your Own Pace. Work with your district to consider CEU credit for these on-line courses.

- New PerformancePLUS Reporting
- Data Success Stories
- Response to Instruction
- Understanding Growth Data
- Using PerformancePLUS for Local Data

Contact: Irene Koffink, (603) 271-3865, Irene.Koffink@doe.nh.gov

F. Youth Risk Behavior Survey Results

Public and nonpublic school officials are encouraged to review the 2013 Youth Risk Behavior Survey Results available at www.education.nh.gov/news/yrbs13.htm.

Contact: Irene Koffink, (603) 271-3865, Irene.Koffink@doe.nh.gov

FUNDING

A. Adequate Education Aid Grants and Statewide Property Tax Figures for FY2015

The Department of Education has released the FY2015 estimated Adequate Education Aid grants and property tax figures, calculated using the current school funding law. A copy of the report can be found at www.education.nh.gov/data/state_aid.htm.

Contact: Ron Leclerc, (603) 271-3876, Ron.Leclerc@doe.nh.gov

GED/ HIGH SCHOOL EQUIVALENCY

A. High School Equivalency Changes

On January 1, 2014, New Hampshire will become one of ten states using the HiSET™ tests developed by Educational Testing Service to assess high school equivalency. Test-takers who pass the HiSET tests will receive the New Hampshire Certificate of High School Equivalency, previously awarded to passers of GED® Tests.

Referral procedures for 16 and 17-year-old students will remain similar to those for GED Testing. Referral forms are available in the High School Equivalency section of the DOE website www.education.nh.gov/career/adult/ged_test.htm.

We will continue to offer a continuation of the GED Option program, now called High School Equivalency Preparation Option Program (HSEPOP). Most requirements of the new program are similar to those that were included in the GED Option Program. The application is available at www.education.nh.gov/career/adult/ged_test.htm.

One change that will affect high school registrars is that students who are referred for high school equivalency testing will no longer need to be withdrawn during the testing period. Unlike GED test-takers, HiSET test-takers are allowed to remain enrolled in school. Directions for accounting for HiSET test-takers are available in an i4See Tip Document www.education.nh.gov/data/i4see_tip.htm. Select - High School Equivalency beginning January 2014.

Contact: Debbie Tasker, (603) 271-6701, Deborah.Tasker@doe.nh.gov (high school equivalency testing) or Susan Randall, (603) 271-3809, Susan.Randall@doe.nh.gov (High School Equivalency Preparation Option Program)

HEARINGS

A. Certification Information/ Elementary Education/Home Education

A public hearing will be held at 11:00 a.m. on December 19, 2013, regarding Ed 501-Ed 503, Certification Information and Ed 507.11 and Ed 612.04 Elementary Education and at 11:30 a.m. a public hearing is scheduled regarding Ed 315, Home Education. They will take place at the NH Department of Education, State Board Room, 101 Pleasant St., Concord, NH 03301. Deadline for written comment is December 27, 2013. For more information please go to www.education.nh.gov/legislation/adopt_amend_repeal.htm.

Contact: Mary Mayo, (603) 271-3189, Mary.Mayo@doe.nh.gov

B. Private Postsecondary Career School Licensing

A public hearing will be held December 17, 2013 from 2:00 p.m. – 3:00 p.m., regarding Hedc 300, Private Postsecondary Career School Licensing. It will take place at Southern NH University, Hospitality Center, Boardroom 202, 2500 North River Road, Manchester, NH 03016.

INNOVATIONS/INITIATIVES

A. Partnership to Help Prevent Youth Violence

In an effort to strengthen the safety of New Hampshire's communities by helping parents, professionals and youth understand media's role in influencing behavior, Governor Maggie Hassan has announced a public-private initiative aimed at reducing and preventing youth violence. Funded through a grant from the Office of the Attorney General, the initiative will enable Manchester-based Media Power Youth, a nonprofit organization and leader in media literacy education, to offer free teacher training and curricula to elementary schools statewide with technical support from the New Hampshire Department of Education. In addition, middle and high school programs and parent programs will be provided in selected communities.

Media Power Youth utilizes evidence-based practices and programs that have been found to be effective by independent evaluation and review. Evaluations have shown that Media Power Youth programs help students actively speak about the negative aspects of media and increase their understanding of advertising influences and techniques in order to make their own healthy choices. For more information, visit www.mediapoweryouth.org. For information on bringing the violence prevention program to a school district or community, please contact Media Power Youth at (603) 222-1200 or sarah.shanahan@mediapoweryouth.org.

SCHOOL APPROVAL STANDARDS

This section applies to both public and non-public schools

A. Public School Approval

At least once every two years, RSA 193-E:3-b, *Accountability for the Opportunity for an Adequate Education*, requires school officials to submit a narrative explanation detailing how their school complies with each of 12 applicable minimum standards included in the definition of an "opportunity for an adequate education." This submission is accomplished through the online Input Based Accountability System (IBAS) Survey.

- Schools with an approval status which expired June 2013 and were recently re-approved for a five year period are exempt from this requirement.
- Principals of schools recently notified of a Conditional Approval 1 (CA1) status are required to update the Department's Office of School Approval regarding the status of those standards designated as "Not Met." They do not need to complete and submit the IBAS again this year.
- Principals of schools with an approval status expiring June 2014 are required to answer all the questions in the IBAS Survey and submit fire and health inspection reports to the Office of School Approval. A separate letter has been sent to these school principals. Health inspection forms are available on the Department's Web site at www.education.nh.gov/program/school_approval/public_approval_forms.htm.

Principals required to complete the IBAS survey this year are asked to electronically forward it to their superintendent no later than January 17, 2014. Superintendents are required to electronically submit the Survey to the Department by January 31, 2014. The IBAS can be found in the MyDOE Single Sign-On System at: <https://my.doe.nh.gov/myNHDOE>. After logging on to the system, verify the year is set at 2013-2014. The IBAS is the survey identified as *RSA 193-E:3-b Accountability for the Opportunity for an Adequate Education*.

If the principal or superintendent has changed, it is important for the new person to work with the district's i4see coordinator to obtain access to the IBAS survey and other Department of Education surveys.

Contact: Leslie Higgins, (603) 271-3759, Leslie.Higgins@doe.nh.gov or
Marie Morgan, (603) 271-4125, Marie.Morgan@doe.nh.gov

B. Nonpublic School Advisory Council

The Nonpublic School Advisory Council (NPSAC) was established under Ed 400 to perform duties assigned by the State Board of Education related to nonpublic schools, to facilitate communications between the Department of Education and nonpublic schools, and to raise issues of concern to nonpublic schools. The NPSAC consists of 21 members. Recently a position was created for a public school official to serve on the Council. Persons interested in serving on the Council for a three year term are encouraged to submit a brief resume and cover letter explaining their interest in the position to Dr. Judith Fillion at Judith.Fillion@doe.nh.gov. More information regarding the Council, its meeting calendar, and past meeting minutes are available on the Department's Web site at www.education.nh.gov/program/school_approval/non_public_council.htm.

Contact: Leslie Higgins, (603) 271-3759, Leslie.Higgins@doe.nh.gov or
Marie Morgan, (603) 271-4125, Marie.Morgan@doe.nh.gov

C. Nonpublic Schools

Officials of nonpublic schools with an approval status expiring June 2014 were reminded in September 2013 to submit a "Nonpublic School Renewal Application" with current fire and health inspection reports. These are due December 13, 2013.

Contact: Leslie Higgins, (603) 271-3759, Leslie.Higgins@doe.nh.gov or
Marie Morgan, (603) 271-4125, Marie.Morgan@doe.nh.gov

SPECIAL EDUCATION

A. Augmentative & Alternative Communications – NH AAC

The purpose of the NH AAC Initiative is to provide free online and in-person training to NH school districts (K-12) for special education students who benefit from supports to express thoughts, needs, wants and ideas via the use of AAC. All training and resources provided by the NH AAC Initiative will be FREE to NH School Districts. (Note: On-site, student-specific technical assistance is not included, at this time.) The "hub" of the training activities will be on the Learn AAC Web site (<http://LearnAAC.org>). Through the NH AAC Initiative you will be able to access topical online learning modules and state and national resources on the topic of AAC.

The NH AAC Initiative is open to anyone affiliated with a NH K-12 school district – any general or special educator, related service provider, paraprofessional, administrator, or parent/guardian. All you need is access to a computer. By participating in the NH AAC Initiative, you will have access to the following: Topical, online modules; Monthly webinars (live and recorded); NH and national web-based AAC resources; Opportunities to dialogue with others about your experiences; Online newsletter; and In-person trainings (upon demonstration of mastery knowledge through completion of online modules).

You may enroll at any time between now and June 2014. Enroll early to receive all updates, to qualify for in-person trainings, and to access updates about the NH AAC Initiative. Complete the enrollment form found at: <http://NH.LearnAAC.org>. For more information contact learnaac.nh@unh.edu.

TECHNICAL ASSISTANCE ADVISORY

A. Teacher Performance Evaluation System

The NH DOE has issued a technical assistance advisory pertaining to the teacher performance evaluation system. This advisory, as well as previous advisories can be found on the Department's Web site at www.education.nh.gov/standards/tech_advisories.htm.

Contact: Karen Soule, (603) 271-6813, Karen.Soule@doe.nh.gov

PROFESSIONAL DEVELOPMENT

A. Pathways to the Common Core: Accelerating Achievement

Inspiring Engaged Instruction to Address the Common Core is the theme for the 2013-2014 NHASCD Conference series. Register now for a day-long conference on January 10th with Dr. Lucy Calkins, outstanding literacy researcher/author and dynamic presenter who will help guide school and district teams to find their own Pathways for aligning reading, writing, and content-area instruction to the Common Core. For more information or to register go to <http://nhascd.net>.

RESOURCES

A. Effective Solutions for Increased Security in NH Public Schools

The New Hampshire Department of Homeland Security and Emergency Management (HSEM) has developed a guidance document titled *Effective Solutions for Increased Security in NH Public Schools*. After the release of the Physical Security Self-Assessment Questionnaire, it became apparent that school buildings were at varied levels of security. As a result HSEM developed an outline of suggested ways to improve school security. This document can be found at www.nh.gov/safety/divisions/hsem.

Contact: Jeff Blaney, (603) 271-2037, Jeffrey.Blaney@doe.nh.gov

B. Frequently Asked Questions

The Department has added a list of frequently asked questions to our Web site at www.education.nh.gov/faq.htm.

C. Webinars

The Great Schools Partnership is continuing its series of free monthly webinars focused on critical school-improvement topics for educational leaders and teachers. Go to www.greatschoolspartnership.org/webinars to register or to see a complete list of topics.

OTHER

Green Ribbon Schools

The NH DOE is now accepting applications for the U.S. DOE Green Ribbon School award (ED-GRS). The U.S. Department of Education has established the award for schools with exemplary achievement in the three pillars of the Green Ribbon Schools Program: reduced environmental impact, improved health and wellness, effective environmental and sustainability education. Each state may nominate up to four schools, including one private school. Applications are due by January 10, 2014.

www.education.nh.gov/program/school_approval/g_ribbon_schools.htm.

Contact: Jeff Blaney, (603) 271-2037, Jeffrey.Blaney@doe.nh.gov or
Marjorie Schoonmaker, (603) 271-3620, Marjorie.Schoonmaker@doe.nh.gov

Presidential Awards for Excellence in Mathematics and Science Teaching (PAEMST)

Nominations for outstanding elementary, grades K-6 mathematics and science (including computer science) teachers are now open for the 2014 awards. The PAEMST are the nation's highest honors for K-12 teachers of mathematics and science. Awardees serve as models for their colleagues, inspiration to their communities, and leaders in the improvement of mathematics and science education. Since 1983, more than 4,200 teachers have been recognized for their contributions in the classroom and to their profession. If you know great teachers, nominate them to join this prestigious network of professionals. The deadline for nominations is April 1, 2014. The nomination form should be completed early enough to ensure that the nominated teacher is given enough time to thoroughly prepare an application that reflects exemplary teaching prior to the application deadline. Applications are due by May 1, 2014. For more information, visit www.education.nh.gov/recognition/math_science.htm.

Contact: Jiffi Rainie, (603) 271-7450, Jennifer.Rainie@doe.nh.gov

Class Act Video Awards Contest

The goal of this contest is to provide an educational, team-building project for 4th grade students in which they can enjoy the creative challenge of condensing their message into a 60 second time frame. Create a 60 second video with your 4th grade class and teacher to convince someone to come to New Hampshire who has never been here before. Act, sing, make a commercial, do an interview, do a reenactment, or any other idea your class can come up with. All submissions must be received by March 21, 2014. Go to www.visitnh.gov/welcome-to-nh/classactvideoawards/default.aspx for more information.

Letters About Literature 2014

A \$1,000 cash award is the national prize in Letters About Literature, a writing contest sponsored by the Center for the Book in the Library of Congress and coordinated in New Hampshire by the Center for the Book at the New Hampshire State Library. To enter, readers in grades 4-12 write a personal letter to an author, explaining how his or her work changed their view of the world or themselves. State winners will advance to national competition and the first-place winner for New Hampshire at each of three competition levels will receive a \$100 cash prize. Deadline for entries at Level III (grades 9-12) is December 10, 2013. All other entries must be postmarked by January 10, 2014. To obtain the required entry coupon visit <http://lal.nhbookcenter.org>.

Teen Summer Reading Program Video Challenge.

The Young Adult Librarians of New Hampshire announces the 2014 Teen Video Challenge, part of a national competition, that asks teens to create 30- to 90-second public service announcements that promote reading and using public libraries. Using the Collaborative Summer Library Program's (CSLP) 2014 national slogan for teens, "Spark a Reaction," teens are asked incorporate themes from science into their videos. New Hampshire's top entry will be awarded \$275, with the winner's public library receiving \$125. Each participating state's winning video will join other state winners as official national CSLP 2014 Teen Video champions and will be used to promote summer reading across the United States. Deadline to enter is February 14, 2014. For more information go to <http://yals.nhlibrarians.org>.

Wildlife Action Grants Available

Teachers and community members interested in involving youth to make a difference for wildlife through habitat projects on schoolyards, public areas or community lands can apply to the Homes for Wildlife Action Grant Program for start-up funds. This New Hampshire Fish and Game Department program provides mini-grants of \$300-\$600. Habitat projects create spaces for outdoor learning, and can range from a butterfly garden to shrubs for birds to a pond for amphibians – your imagination is the limit.

The deadline for submitting proposals is February 1, 2014. For more information visit www.wildnh.com/Education/project_HOME.html and download the packet, or write to Marilyn Wyzga, Public Affairs Division, N.H. Fish and Game Department, 11 Hazen Drive, Concord, N.H. 03301; e-mail marilyn.wyzga@wildlife.nh.gov; or call (603) 271-3211. For more resources for teachers from the New Hampshire Fish and Game Department, visit www.wildnh.com/Education/education.htm.

Registration is Open for the Plunge or Dip

(Penguin Plunge, High School Plunge, Winni Dip, and High School Dip)

The Plunge or the Dip is a fundraising event that benefits Special Olympics New Hampshire. Participants raise funds to run into the ice-cold Atlantic Ocean at Hampton Beach or into ice-cold Lake Winnepesaukee. To register or for more information go to www.sonh.org.